



14th ANNUAL USERS CONFERENCE
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Job Management 3

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Job Management 3

This session will cover:

- Reviewing the costs associated with Jobs and walk through the Job closing process.
- Reviewing and understanding some of the most popular Job Costing reports from the Report Manager.

Two different Job scenarios will be evaluated

- Residential Intrusion
- Commercial CCTV with change orders

Note: This will be an interactive session, so plenty of space is being provided for taking notes as your presenter walks-through and reviews each Job through to the closing process.

Job Closing Checklist

When using the Job Management module, there are many options that may be used for different types of Jobs. The options used depend on each company's internal policies and procedures.

When reviewing completed Jobs and preparing to close, it is a good practice to have a formal checklist of items to be verified prior to closing the Job to insure all costs, income, documentation, etc. have been correctly posted to the Job. You may have one checklist for simple installations and another for more complex types of jobs. Implementing the use of a Job Closing Checklist reinforces company policies and procedures, since people are people and may forget to do things that are important to the company process.

Note: You may want to consider using some of the Job Custom Fields as an electronic Job Closing Checklist.

Sample Job Closing Checklist

<u>Job Closing Checklist</u>	
<input type="checkbox"/>	All Invoicing has been completed
<input type="checkbox"/>	Materials List has been reconciled; all parts on the Parts List have been properly issued to the Job
<input type="checkbox"/>	Excess Parts have been returned to stock
<input type="checkbox"/>	All Job Appointments have been dispatched / all Labor Timesheets have been entered
<input type="checkbox"/>	All Purchase Orders have been completely received
<input type="checkbox"/>	All A/P Bills for Miscellaneous Expenses have been posted
<input type="checkbox"/>	Commissions have been calculated and recorded to the Job
<input type="checkbox"/>	Review Job Costing form and verify Job margins
<input type="checkbox"/>	All required Documents have been attached to the Job
<input type="checkbox"/>	Any closing Notes have been entered into the Job

Using Job Custom Fields for Job Closing Checklist

The screenshot shows a software window titled "Job - 103 (Baron, Christine)". The window is divided into several sections:

- Job Information:** Job Number 103, Job Type Res-Intrusion, Job Status Jobcost, System 95-3314 Intrusion, Labor Units 7.75 (8 Used).
- Customer Information:** Customer 1003, Baron, Christine, 26691 Carlota Dr, Mission Viejo, CA 92691, (949) 925-7955.
- Site Information:** Site Baron, Christine, 26691 Carlota Dr, Mission Viejo, CA 92691, (949) 925-7955.
- Custom Fields Section:** A section titled "Custom Fields" containing:
 - Text:** Fields 1 through 16, each with an input box.
 - Money:** Amount 1 and Amount 2, each with an input box.
 - Tables:** Job Margin and Actual Labor (highlighted with a blue box), each with a dropdown menu. Table 3 and Table 4 also have dropdown menus.
 - Date:** Date 1 and Date 2, each with an input box.
 - Check Boxes:** Job Commission Paid*, Invoicing Complete, Materials Reconciled, All Expenses Posted, and Commissions Recorded (all highlighted with a blue box).
- Navigation Panel (Left):** Includes icons and labels for Job System, Approvals, Tasks, Installs (\$1,599.00), Recurring (\$40.03), Materials (\$0.00), Job Costing, and Commission. Below these are buttons for Labor, Cost Details, Journals, Tools, and Quotes.
- Buttons:** An "Apply" button is located at the bottom right of the Custom Fields section.

Notes

Residential Intrusion Job

This Job is for a simple Residential Intrusion system.

Reviewing the Sales Summary page

Job - 103 (Baron, Christine)

Job	Customer 1003	Site
Job Number	103	Baron, Christine
Job Type	Res-Intrusion	26691 Carlota Dr
Job Status	Jobcost	Mission Viejo, CA 92691
System	95-3314 Intrusion	(949) 925-7955
Labor Units	7.75 (8 Used)	(949) 925-7955

Sales Summary

Installs	Description	Quantity	Amount
Item Code			
Install Int-Res	Install Intrusion System	1	1500.00
Permits/Fees-Res	Permits/Fees	1	99.00
	Total		\$1,599.00

Parts	Description	Quantity	Amount
Part Code			
5894	WIRELESS MOTION 5894	3	0.00
6150	KEYPAD 6150 LCD	2	0.00
943WH	CONTACT 943WH	2	0.00
IM-1270	IM-1270 12V 7AMP BATTERY	1	0.00
VISTA-32FB	PANEL VISTA-32FB	1	0.00
WAVE2	SIREN WAVE2	1	0.00
	Total		\$0.00

	Total Non Recurring	\$1,599.00
	Total Non Recurring Billed	\$1,599.00
	Total Credits	\$0.00
	Balance to Bill	\$0.00

Recurring	Description	Monthly Amt
Item Code		
MON-Res	Monitoring	32.95
Permit-RMR	Permit	7.08
	Total Recurring	\$40.03
	Total Recurring Billed	\$40.03

- Job
- Sales Summary
- Work Order
- Job System
- Approvals
- Tasks
- Installs
\$1,599.00
- Recurring
\$40.03
- Materials
- Labor
- Cost Details
- Journals
- Tools
- Quotes

Notes

Reviewing the Parts Reconcile List

The screenshot shows a software window titled "Job - 103 (Baron, Christine)". The main content area is divided into two sections: "Job" details and "Part Reconcile".

Job Details:

Job	Customer 1003	Site
Job Number: 103	Baron, Christine	Baron, Christine
Job Type: Res-Intrusion	26691 Carlota Dr	26691 Carlota Dr
Job Status: Jobcost	Mission Viejo, CA 92691	Mission Viejo, CA 92691
System: 95-3314 Intrusion	(949) 925-7955	(949) 925-7955
Labor Units: 7.75 (8 Used)		

Part Reconcile Table:

Part Code	Description	Detail	Job Quantity	Issued Quantity
5894	WIRELESS MOTION 5894	PIR PET IMUNE	3	3
6150	KEYPAD 6150 LCD	KEYPAD 6150 LCD	2	2
943WH	CONTACT 943WH	SELF STICK	2	2
IM-1270	IM-1270 12V 7AMP BATTERY	12 VOLT 7 AH BATTERY	1	1
VISTA-32FB	PANEL VISTA-32FB	8 ZONE 32 POINTS	1	1
WAVE2	SIREN WAVE2	2 TONE INDOOR	1	1

The sidebar on the left contains navigation icons for Job, Labor, Cost Details, Journals, Tools, Log, Notes, Invoicing, Issue Parts, Journal Entry, Map, Purchase Orders, Documents, Phases, Part Reconcile, and Quotes. The "Tools" and "Part Reconcile" icons are circled in blue.

Notes

Reviewing the Purchase Order List

The screenshot shows a software window titled "Job - 103 (Baron, Christine)". The interface is divided into a left sidebar with navigation icons and a main content area. The main content area is split into two sections: "Job" details and "Purchase Orders".

Job Details:

Job	Customer 1003	Site
Job Number: 103	Baron, Christine	Baron, Christine
Job Type: Res-Intrusion	26691 Carlota Dr	26691 Carlota Dr
Job Status: Jobcost	Mission Viejo, CA 92691	Mission Viejo, CA 92691
System: 95-3314 Intrusion	(949) 925-7955	(949) 925-7955
Labor Units: 7.75 (8 Used)		

Purchase Orders Table:

PO #	Vendor	Amount	Ordered	Due	Back Ordered	Full Rcpt
1153	ADI	676.99	12/31/2015		N	Y

Notes

Reviewing the Job Appointments & Time Sheets

Job - 103 (Baron, Christine)

Job	Job	Customer 1003	Site
Labor	Job Number 103	Baron, Christine	Baron, Christine
	Job Type Res-Intrusion	26691 Carlota Dr	26691 Carlota Dr
	Job Status Jobcost	Mission Viejo, CA 92691	Mission Viejo, CA 92691
	System 95-3314 Intrusion	(949) 925-7955	(949) 925-7955
	Labor Units 7.75 (8 Used)		

Appointments

Name	Job Task	Labor Task	Scheduled	Dispatch	Arrived	Departed	Est Time
Orson Goodman	3 Install	IN	12/31/2015 9:00:00 AM	12/31/2015 8:30:00 AM	12/31/2015 9:00:00 AM	12/31/2015 2:00:00 PM	360

Cost Details
Journals
Tools
Quotes

Notes

Job - 103 (Baron, Christine)

Job	Customer 1003	Site
Job Number 103	Baron, Christine	Baron, Christine
Job Type Res-Intrusion	26691 Carlota Dr	26691 Carlota Dr
Job Status Jobcost	Mission Viejo, CA 92691	Mission Viejo, CA 92691
System 95-3314 Intrusion	(949) 925-7955	(949) 925-7955
Labor Units 7.75 (8 Used)		

Time Sheets

Work Date	Installer	Job Task	Description	Labor Task	Units	Pay Rate	Amount
12/31/2015	Orson Goodman	3 Install	Dispatch Proce...	IN	5.50	40.00	220.00
12/31/2015	Orlando Smith	3 Install	Pick up Permit ...	PM	2.50	40.00	100.00

Date: Labor Task:

Installer: Units:

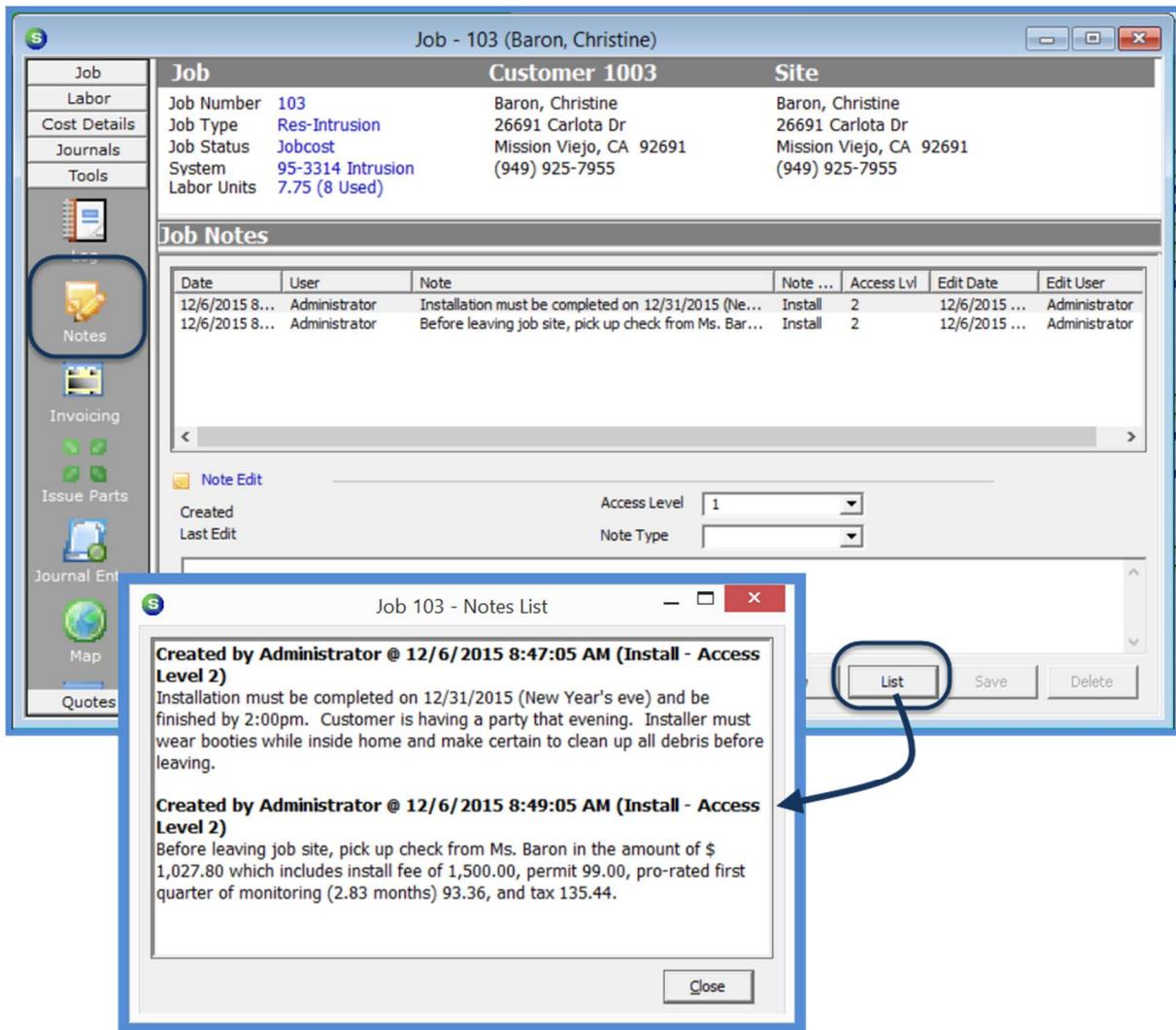
Job Task: Pay Rate:

Description: Amount:

Cost Details
Journals
Tools
Quotes

Notes

Reviewing the Job Notes



Notes

Reviewing the Job Documents

The screenshot shows a software interface for job management. The window title is "Job - 103 (Baron, Christine)". The main area is divided into sections for Job, Customer, and Site information, and a table of documents.

Job	Customer 1003	Site
Job Number: 103	Baron, Christine	Baron, Christine
Job Type: Res-Intrusion	26691 Carlota Dr	26691 Carlota Dr
Job Status: Jobcost	Mission Viejo, CA 92691	Mission Viejo, CA 92691
System: 95-3314 Intrusion	(949) 925-7955	(949) 925-7955
Labor Units: 7.75 (8 Used)		

Customer Site/Job Documents						
File Name	Description	Job Code	Type	Last Updated	User	For
1003 Contract.pdf	Contract	103	Cont...	1/8/2016 6:56:00 AM	Administrator	
Job 103 Installation Checklis...	Install Checklist	103	Insta...	1/8/2016 8:57:00 AM	Administrator	

Notes

Reviewing the Job Costing form

Job - 103 (Baron, Christine)

Job	Customer 1003	Site
Job Number 103	Baron, Christine	Baron, Christine
Job Type Res-Intrusion	26691 Carlota Dr	26691 Carlota Dr
Job Status Jobcost	Mission Viejo, CA 92691	Mission Viejo, CA 92691
System 95-3314 Intrusion	(949) 925-7955	(949) 925-7955
Labor Units 7.75 (8 Used)		

Costing

Estimated	Actual	WIP
Income		
Install Charge <input type="text" value="\$1,599.00"/>	Install Charge <input type="text" value="\$1,599.00"/>	Material 1 <input type="text" value="\$20.19"/>
Change Orders <input type="text" value="\$0.00"/>		Material 2 <input type="text" value="\$0.00"/>
Costs		
Parts <input type="text" value="\$686.19"/>	Parts <input type="text" value="\$697.18"/>	Labor <input type="text" value="\$0.00"/>
Labor <input type="text" value="\$305.00"/>	Labor <input type="text" value="\$320.00"/>	Subcontractors <input type="text" value="\$0.00"/>
Overhead <input type="text" value="\$0.00"/>	Overhead <input type="text" value="\$0.00"/>	Equipment Rentals <input type="text" value="\$0.00"/>
Subcontractors <input type="text" value="\$0.00"/>	Subcontractors <input type="text" value="\$0.00"/>	Permits_Fees <input type="text" value="\$0.00"/>
Equipment Rentals <input type="text" value="\$0.00"/>	Equipment Rentals <input type="text" value="\$0.00"/>	Overhead <input type="text" value="\$0.00"/>
Permits_Fees <input type="text" value="\$85.00"/>	Permits_Fees <input type="text" value="\$85.00"/>	Commissions <input type="text" value="\$0.00"/>
Other <input type="text" value="\$0.00"/>	Other <input type="text" value="\$26.32"/>	Other <input type="text" value="\$0.00"/>
Sub Total <input type="text" value="\$1,076.19"/>	Sub Total <input type="text" value="\$1,128.50"/>	Total WIP <input type="text" value="\$20.19"/>
Sub Profit/Loss <input type="text" value="\$522.81"/> 33%	Sub Profit/Loss <input type="text" value="\$470.50"/> 29%	Est
Commissions <input type="text" value="\$282.95"/>	Commissions <input type="text" value="\$282.95"/>	Job RMR <input type="text" value="\$40.03"/>
Total <input type="text" value="\$1,359.14"/>	Total <input type="text" value="\$1,411.45"/>	Act
Profit/Loss <input type="text" value="\$239.86"/> 15%	Profit/Loss <input type="text" value="\$187.55"/> 12%	Activated RMR <input type="text" value="\$40.03"/>
	Hold Back <input type="text" value="\$0.00"/>	

Include WIP Amounts

- Job
- Work Order
- Job System
- Approvals
- Tasks
- Installs \$1,599.00
- Recurring \$40.03
- Materials \$0.00
- Job Costing
- Labor
- Cost Details
- Journals
- Tools
- Quotes

Notes

Review Cost Variances

Reviewing Costs appearing in WIP

Job - 103 (Baron, Christine)

Job	Customer	Site
Job Number 103	Baron, Christine	Baron, Christine
Job Type Res-Intrusion	26691 Carlota Dr	26691 Carlota Dr
Job Status Jobcost	Mission Viejo, CA 92691	Mission Viejo, CA 92691
System 95-3314 Intrusion	(949) 925-7955	(949) 925-7955
Labor Units 7.75 (8 Used)		

Reg No.	Type	Date	Reference	Acct	Exp Type	Description	Amt
114562	LABOR	12/31/2015	103	122140		WIP - Job Other	\$85.00
				122120		WIP - Job Labor	\$100.00
				258100		Deferred Labor - Jobs	(\$100.00)
114563	BILLPYMT	1/7/2016	3226	258400		Inter-Branch Bills*	\$26.32
114564	BILL	1/7/2016	3226	258400		Inter-Branch Bills*	(\$26.32)
				122140		WIP - Job Other	\$26.32
114565	INV	1/7/2016	3408	110110		Accounts Receivable*	\$1,827.80
				410100		Revenue - Residential In...	(\$1,599.00)
				244500		Deferred Revenues*	(\$93.36)
				250110		Sales Tax Payable	(\$135.44)
114566	ADVDEP	1/7/2016	18	244110		Advanced Job Deposits*	\$800.00
				110110		Accounts Receivable*	(\$800.00)
114567	COGS	1/7/2016	3408	122100		WIP - Job Parts	(\$676.99)
				510101	M	COS - Jobs-Parts-RES	\$676.99
114568	COMMI	1/7/2016	3408	122130		WIP - Job Commissions	(\$282.95)
				510103	C	COS - Jobs-Commissions-...	\$282.95
114569	LABOR	1/7/2016	3408	122120		WIP - Job Labor	(\$320.00)
				510102	L	COS - Jobs-Labor-RES	\$320.00
114570	MWIP	1/7/2016	3408	122140		WIP - Job Other	(\$26.32)
				510111	MH	COS - Jobs-Wire & Suppli...	\$26.32
114571	MWIP	1/7/2016	3408	122140		WIP - Job Other	(\$85.00)
				510105	P	COS - Jobs-Permits-RES	\$85.00
114572	INV	1/7/2016	3409	110110		Accounts Receivable*	\$0.00
				250120		Permit Charges Payable	\$0.00
114573	MWIP	1/7/2016	103	120000		Inventory*	(\$20.19)
				122100		WIP - Job Parts	\$20.19

Job - 103 (Baron, Christine)

Job	Customer	Site
Job Number 103	Baron, Christine	Baron, Christine
Job Type Res-Intrusion	26691 Carlota Dr	26691 Carlota Dr
Job Status Jobcost	Mission Viejo, CA 92691	Mission Viejo, CA 92691
System 95-3314 Intrusion	(949) 925-7955	(949) 925-7955
Labor Units 7.75 (8 Used)		

Part Code	Description	Date	Warehouse	Qty	Unit Cost	Ext Cost	TimeStamp	UserCode
943WH	CONTACT 943WH	12/31/2015		2	1.90	3.80	1/7/2016 8:03:28 AM	Administrator
6150	KEYPAD 6150 LCD	12/31/2015		2	43.08	86.16	1/7/2016 8:03:28 AM	Administrator
VISTA-32FB	PANEL VISTA-32FB	12/31/2015		1	270.35	270.35	1/7/2016 8:03:28 AM	Administrator
5894	WIRELESS MOTION 5894	12/31/2015		3	105.56	316.68	1/7/2016 8:03:28 AM	Administrator
IM-1270	IM-1270 12V 7AMP BATTERY	1/7/2016	Main-OC	1	9.20	9.20	1/7/2016 8:43:19 AM	Administrator
WAVE2	SIREN WAVE2	1/7/2016	Main-OC	1	10.99	10.99	1/7/2016 8:43:19 AM	Administrator
TOTAL						697.18		

Notes

A large, empty rectangular box with a thin black border, intended for taking notes. It occupies most of the page's vertical space.

Reviewing Labor Variances

Job - 103 (Baron, Christine)

Job	Customer 1003	Site
Job Number: 103	Baron, Christine	Baron, Christine
Job Type: Res-Intrusion	26691 Carlota Dr	26691 Carlota Dr
Job Status: Jobcost	Mission Viejo, CA 92691	Mission Viejo, CA 92691
System: 95-3314 Intrusion	(949) 925-7955	(949) 925-7955
Labor Units: 7.75 (8 Used)		

Time Sheets

Work Date	Installer	Job Task	Description	Labor Task	Units	Pay Rate	Amount
12/31/2015	Orson Goodman	3 Install	Dispatch Proce...	IN	5.50	40.00	220.00
12/31/2015	Orlando Smith	3 Install	Pick up Permit ...	PM	2.50	40.00	100.00

Date: <input type="text"/>	Labor Task: <input type="text"/>
Installer: <input type="text"/>	Units: <input type="text"/>
Job Task: <input type="text"/>	Pay Rate: <input type="text"/>
Description: <input type="text"/>	Amount: <input type="text"/>

Notes

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Reviewing Miscellaneous Expense Variances

The screenshot shows a software window titled "Job - 103 (Baron, Christine)". The interface includes a sidebar with navigation options: Job, Labor, Cost Details (circled in red), Check, Commission, Credit, Issue/Return, Journal Entry, Receipt/Bill, and Timesheet. The main area displays job information for "Customer 1003" and "Site" details. Below this is a "Cost Checks" table (header circled in red) with the following data:

Date	Vendor Code	Check No	Account	Description	Amount	Expense Type
1/7/2016	City of Mission Viejo	3225	510105	COS - Jobs-Permits-RES	85.00	P
1/7/2016	Goodman, Orson	3226	510111	COS - Jobs-Wire & Supplies-...	26.32	MH
Total					111.32	

Notes

Commercial CCTV Job

This Job is for a Commercial CCTV system with Change Orders.

Reviewing the Sales Summary page

Job - 107 (Art's Bar & Grill)

Job	Customer 1020	Site
Job Number 107	Art's Bar _Grill	Art's Bar _Grill
Job Type Com-CCTV	3357 University Ave	3357 University Ave
Job Status Jobcost	Riverside, CA 92501	Riverside, CA 92501
System C1020 CCTV	(951) 325-6100	(951) 325-6100
Labor Units 60 (52 Used)		

Sales Summary			
Installs			
Item Code	Description	Quantity	Amount
Install CCTV-Com	Install CCTV System	1	12250.00
Job Labor-Com	Installation Labor	32	2400.00
Job Part-Com	Job Part	5	4870.00
Permits/Fees-Com	Permits/Fees	1	225.00
Total			\$19,745.00
Parts			
Part Code	Description	Quantity	Amount
DVR-8L-100A	CCTV BOSCH 8 CHANNEL DVR	1	0.00
S-5321-PL-10	CCTV Warning Sign	7	0.00
UML-171-90	CCTV 17 INCH BOSCH MONITOR	2	0.00
VDA-445WMT	CCTV EXTERIOR DOME CAMERA BR...	9	0.00
VDC-445V04-20S	FLEXIDOME CAMERA VDC-445V04-20S	13	0.00
VDN-498V06-21S	CCTV EXTERIOR DOME CAMERA	9	0.00
Total			\$0.00
Total Non Recurring			\$19,745.00
Total Non Recurring Billed			\$19,745.00
Total Credits			\$0.00
Balance to Bill			\$0.00
Recurring			
Item Code	Description	Monthly Amt	
Managed Access-Com	Managed Access	40.00	
MON-Com	Monitoring	67.00	
SVC CONT-Com	Service Contract	72.50	
Total Recurring			\$179.50
Total Recurring Billed			\$179.50

Job

Sales Summary

Work Order

Job System

Approvals

Tasks

Installs
\$12,475.00

Recurring
\$106.50

CO 107 - 1

CO 107 - 2

Labor

Cost Details

Journals

Tools

Quotes

Notes

Reviewing the Change Orders

Job - 107 (Art's Bar & Grill)

Job	Customer 1020	Site
CO 107 - 1	Job Number 107 Job Type Com-CCTV Job Status Jobcost System C1020 CCTV Labor Units 60 (52 Used)	Art's Bar _Grill 3357 University Ave Riverside, CA 92501 (951) 325-6100

Change Order 107 - 1

Customer: 1020

Job Information

Job Number: 107 - 1

Job Type: Com-CCTV

Description: CCTV System - Commercial

Tax Group: Riverside County

Branch: RIV

HoldBack %: 0

Install Company: RIV

Installer:

Permits Required

Permit 1:

Permit 2:

Permit 3:

Manual Reversal

Prevailing Wage: 0.00

Project Manager:

Salesperson: George.Miller

P.O. Number:

Sold Date: 12/17/2016

Projected Start:

Projected End:

Notes: Add 10 interior/exterior dome cameras and 3 exterior cameras with mounts.

Installs

Recurring

Materials

Commissions

Job

CO 107 - 1

Change Order

Installs \$4,870.00

Recurring \$73.00

Materials \$0.00

Commissions

CO 107 - 2

Labor

Cost Details

Journals

Tools

Quotes

Notes

Reviewing the Parts Reconcile List

Job - 107 (Art's Bar & Grill)

Job	Job	Customer 1020	Site
CO 107 - 1	Job Number 107	Art's Bar _Grill	Art's Bar _Grill
CO 107 - 2	Job Type Com-CCTV	3357 University Ave	3357 University Ave
Labor	Job Status Jobcost	Riverside, CA 92501	Riverside, CA 92501
Cost Details	System C1020 CCTV	(951) 325-6100	(951) 325-6100
Journals	Labor Units 60 (52 Used)		

Part Code	Description	Job Quantity	Issued Quantity
DVR-8L-100A	CCTV BOSCH 8 CHANNEL DVR	1	1
S-5321-PL-10	CCTV Warning Sign	7	7
UML-171-90	CCTV 17 INCH BOSCH MONITOR	2	2
VDA-445WMT	CCTV EXTERIOR DOME CAMERA BRACKET	9	9
VDC-445V04-20S	FLEXIDOME CAMERA VDC-445V04-20S	13	13
VDN-498V06-21S	CCTV EXTERIOR DOME CAMERA	9	9

Notes

Reviewing the Purchase Order List

Job - 107 (Art's Bar & Grill)

Job	Job	Customer 1020	Site
CO 107 - 1	Job Number 107	Art's Bar _Grill	Art's Bar _Grill
CO 107 - 2	Job Type Com-CCTV	3357 University Ave	3357 University Ave
Labor	Job Status Jobcost	Riverside, CA 92501	Riverside, CA 92501
Cost Details	System C1020 CCTV	(951) 325-6100	(951) 325-6100
Journals	Labor Units 60 (52 Used)		

Purchase Orders

PO #	Vendor	Amount	Ordered	Due	Back Ordered	Full Rcpt
1155	ADI	52.43	12/18/2015	1/19/2016	N	Y
1156	Bosch Security System...	10302.14	12/21/2015	12/28/2015	N	Y

Notes

Reviewing the Job Appointments & Time Sheets

Job - 107 (Art's Bar & Grill)

Job	Job	Customer 1020	Site
CO 107 - 1	Job Number 107	Art's Bar _Grill	Art's Bar _Grill
CO 107 - 2	Job Type Com-CCTV	3357 University Ave	3357 University Ave
Labor	Job Status Jobcost	Riverside, CA 92501	Riverside, CA 92501
	System C1020 CCTV	(951) 325-6100	(951) 325-6100
	Labor Units 60 (52 Used)		

Appointments

Name	Job Task	Labor Task	Scheduled	Dispatch	Arrived	Departed	Est Time
Ricky Miller	3 Install	IN	12/29/2015 8:15:00 AM	12/29/2015 7:30:00 AM	12/29/2015 8:00:00 AM	12/29/2015 7:30:00 PM	480
Ryan Watson	3 Install	IN	12/29/2015 8:15:00 AM	12/29/2015 7:30:00 AM	12/29/2015 8:00:00 AM	12/29/2015 7:30:00 PM	480
Ricky Miller	3 Install	IN	12/30/2015 8:15:00 AM	12/30/2015 7:45:00 AM	12/30/2015 8:15:00 AM	12/30/2015 10:00:00 PM	480
Ryan Watson	3 Install	IN	12/30/2015 8:15:00 AM	12/30/2015 7:45:00 AM	12/30/2015 8:15:00 AM	12/30/2015 9:30:00 PM	480

Cost Details
Journals
Tools
Quotes

Job - 107 (Art's Bar & Grill)

Job	Job	Customer 1020	Site
CO 107 - 1	Job Number 107	Art's Bar _Grill	Art's Bar _Grill
CO 107 - 2	Job Type Com-CCTV	3357 University Ave	3357 University Ave
Labor	Job Status Jobcost	Riverside, CA 92501	Riverside, CA 92501
	System C1020 CCTV	(951) 325-6100	(951) 325-6100
	Labor Units 60 (52 Used)		

Time Sheets

Work Date	Installer	Job Task	Description	Labor Task	Units	Pay Rate	Amount
12/29/2015	Ricky Miller	3 Install	Dispatch Process...	IN	8.00	40.00	320.00
12/29/2015	Ryan Watson	3 Install	Dispatch Process...	IN	8.00	40.00	320.00
12/30/2015	Ricky Miller	3 Install	Dispatch Process...	IN	8.00	40.00	320.00
12/30/2015	Ryan Watson	3 Install	Dispatch Process...	IN	8.00	40.00	320.00
12/29/2015	Ricky Miller	3 Install	OT	IN	4.00	60.00	240.00
12/29/2015	Ryan Watson	3 Install	OT	IN	4.00	60.00	240.00
12/30/2015	Ricky Miller	3 Install	OT	IN	6.25	60.00	375.00
12/30/2015	Ryan Watson	3 Install	OT	IN	5.75	60.00	345.00

Date: 12/29/2015 Labor Task: IN
 Installer: Ricky Miller Units: 4.00
 Job Task: 3 Install Pay Rate: 60.00
 Description: OT Amount: 240

Add New Delete

Cost Details
Journals
Tools
Quotes

Notes

Reviewing the Job Notes

Job - 107 (Art's Bar & Grill)

Job	Customer	Site
CO 107 - 1	1020	Art's Bar_Grill
CO 107 - 2		

Job Number	107	Art's Bar_Grill	Art's Bar_Grill
Job Type	Com-CCTV	3357 University Ave	3357 University Ave
Job Status	Jobcost	Riverside, CA 92501	Riverside, CA 92501
System	C1020 CCTV	(951) 325-6100	(951) 325-6100
Labor Units	60 (52 Used)		

Date	User	Note	Note ...	Access Lvl	Edit Date	Edit User
12/14/2015 11:14:18 AM	Administrator	City of Riverside work permit ...	Install	2	12/14/2015...	Administrator

Note Edit

Created: 12/14/2015 11:14:18 AM (Administrator) Access Level: 2

Last Edit: 12/14/2015 11:14:18 AM (Administrator) Note Type: Install

City of Riverside work permit required - \$225.00.

[New] [List] [Save] [Delete]

Notes

Reviewing the Job Documents

The screenshot shows a software window titled "Job - 107 (Art's Bar & Grill)". On the left is a sidebar with navigation options: Job, CO 107 - 1, CO 107 - 2, Labor, Cost Details, Journals, Tools (highlighted with a red circle), Journal Entry, Map, Purchase Orders, Documents (highlighted with a red circle), Phases, Part Reconcile, and Quotes. The main area displays job details for "Customer 1020" and "Site Art's Bar_Grill".

Job	Customer 1020	Site
Job Number 107	Art's Bar_Grill	Art's Bar_Grill
Job Type Com-CCTV	3357 University Ave	3357 University Ave
Job Status Jobcost	Riverside, CA 92501	Riverside, CA 92501
System C1020 CCTV	(951) 325-6100	(951) 325-6100
Labor Units 60 (52 Used)		

Customer Site/Job Documents						
File Name	Description	Job Code	Type	Last Updated	User	For
Job 120 Installation Checklis...	Install Checklist	107	Insta...	1/8/2016 12:12:00 PM	Administrator	
C-1020 Security Contract.pdf	Contract	107	Cont...	1/8/2016 12:07:00 PM	Administrator	

Notes

Reviewing the Job Costing form

Job - 107 (Art's Bar & Grill)

Job	Customer 1020	Site
Job Number 107	Art's Bar _Grill	Art's Bar _Grill
Job Type Com-CCTV	3357 University Ave	3357 University Ave
Job Status Jobcost	Riverside, CA 92501	Riverside, CA 92501
System C1020 CCTV	(951) 325-6100	(951) 325-6100
Labor Units 60 (52 Used)		

Costing

<p>Estimated</p> <p>Income</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Install Charge</td><td style="text-align: right;">\$12,475.00</td></tr> <tr><td>Change Orders</td><td style="text-align: right;">\$7,270.00</td></tr> </table> <p>Costs</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Parts</td><td style="text-align: right;">\$10,664.57</td></tr> <tr><td>Labor</td><td style="text-align: right;">\$1,680.00</td></tr> <tr><td>Oyerhead</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Subcontractors</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Equipment Rentals</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Permits_Fees</td><td style="text-align: right;">\$225.00</td></tr> <tr><td>Other</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Sub Total</td><td style="text-align: right;">\$12,569.57</td></tr> <tr><td>Sub Profit/Loss</td><td style="text-align: right;">\$7,175.43 36%</td></tr> <tr><td>Commissions</td><td style="text-align: right;">\$2,463.20</td></tr> <tr><td>Total</td><td style="text-align: right;">\$15,032.77</td></tr> <tr><td>Profit/Loss</td><td style="text-align: right;">\$4,712.23 24%</td></tr> </table>	Install Charge	\$12,475.00	Change Orders	\$7,270.00	Parts	\$10,664.57	Labor	\$1,680.00	Oyerhead	\$0.00	Subcontractors	\$0.00	Equipment Rentals	\$0.00	Permits_Fees	\$225.00	Other	\$0.00	Sub Total	\$12,569.57	Sub Profit/Loss	\$7,175.43 36%	Commissions	\$2,463.20	Total	\$15,032.77	Profit/Loss	\$4,712.23 24%	<p>Actual</p> <p>Income</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Install Charge</td><td style="text-align: right;">\$19,745.00</td></tr> </table> <p>Costs</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Parts</td><td style="text-align: right;">\$10,354.57</td></tr> <tr><td>Labor</td><td style="text-align: right;">\$2,480.00</td></tr> <tr><td>Overhead</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Subcontractors</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Equipment Rentals</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Permits_Fees</td><td style="text-align: right;">\$195.00</td></tr> <tr><td>Other</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Sub Total</td><td style="text-align: right;">\$13,029.57</td></tr> <tr><td>Sub Profit/Loss</td><td style="text-align: right;">\$6,715.43 34%</td></tr> <tr><td>Commissions</td><td style="text-align: right;">\$2,463.20</td></tr> <tr><td>Total</td><td style="text-align: right;">\$15,492.77</td></tr> <tr><td>Profit/Loss</td><td style="text-align: right;">\$4,252.23 22%</td></tr> <tr><td>Hold Back</td><td style="text-align: right;">\$0.00</td></tr> </table>	Install Charge	\$19,745.00	Parts	\$10,354.57	Labor	\$2,480.00	Overhead	\$0.00	Subcontractors	\$0.00	Equipment Rentals	\$0.00	Permits_Fees	\$195.00	Other	\$0.00	Sub Total	\$13,029.57	Sub Profit/Loss	\$6,715.43 34%	Commissions	\$2,463.20	Total	\$15,492.77	Profit/Loss	\$4,252.23 22%	Hold Back	\$0.00	<p>WIP</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Material 1</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Material 2</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Labor</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Subcontractors</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Equipment Rentals</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Permits_Fees</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Overhead</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Commissions</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Other</td><td style="text-align: right;">\$0.00</td></tr> <tr><td>Total WIP</td><td style="text-align: right;">\$0.00</td></tr> </table> <p>Recurrings</p> <p>Est</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Job RMR</td><td style="text-align: right;">\$179.50</td></tr> </table> <p>Act</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>Activated RMR</td><td style="text-align: right;">\$106.50</td></tr> </table>	Material 1	\$0.00	Material 2	\$0.00	Labor	\$0.00	Subcontractors	\$0.00	Equipment Rentals	\$0.00	Permits_Fees	\$0.00	Overhead	\$0.00	Commissions	\$0.00	Other	\$0.00	Total WIP	\$0.00	Job RMR	\$179.50	Activated RMR	\$106.50
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Include WIP Amounts

Job Costing

CO 107 - 1

CO 107 - 2

Labor

Cost Details

Journals

Tools

Quotes

Notes

Review Cost Variances

Review Material Variances

Purchase Order 1156

Vendor: Bosch Security Systems Inc | Category: Installation

Purchase Order
 Bosch Security Systems Inc
 33902 Treasury Center
 Chicago, Illinois 60690
 Phone: (888) 289-0096
 Fax: (585) 223-9180

PO Number: 1156 | Branch: RIV

Tracing #: | Order Date: 12/21/2015 Acknowledged

Ship To: 16723 Van Buren Blvd | Ship Date: | Ship Method: UPS Ground

Woodcrest, CA 92504 | Parts Due Date: 12/28/2015 | Job Number: 107

Art's Bar_Grill

Parts 10302.14 | Expense 0.00 | Documents | Select from All Parts

Part	Description	Vendor Part	Pkg Qty	Quantity	Cost	Amount	Rcvd	Std Cost	BO
UML-171-90	CCTV 17 INCH BOS	UML-171-90	1	2	525.00	1050.00	2	525.00	<input type="checkbox"/>
DVR-8L-100A	CCTV BOSCH 8 CHA	DVR-8L-100A	1	1	2159.99	2159.99	1	2159.99	<input type="checkbox"/>
VDN-498V06-21S	CCTV EXTERIOR DC	VDN-498V06-21S	1	9	460.00	4140.00	9	480.00	<input type="checkbox"/>
VDA-445WMT	CCTV EXTERIOR DC	VDA-445WMT	1	9	46.35	417.15	9	46.35	<input type="checkbox"/>
VDC-445V04-20S	FLEXIDOME CAMER	VDC-445V04-20S	1	13	195.00	2535.00	13	205.00	<input type="checkbox"/>

Created By: Administrator 1/7/2016 12:47:17 PM
 Edited By: Administrator 1/7/2016 12:47:17 PM

Total Cost: 10302.14
Received Cost: 10302.14

ReOpen PO | **Closed Purchase Order** | OK | Cancel

Notes

Labor Variances

Job - 107 (Art's Bar & Grill)

Job

CO 107 - 1

CO 107 - 2

Labor

Schedule

Appointments

Time Sheets

Payroll Timesheet ...

Job

Job Number 107

Job Type Com-CCTV

Job Status Jobcost

System C1020 CCTV

Labor Units 60 (52 Used)

Customer 1020

Art's Bar _Grill

3357 University Ave

Riverside, CA 92501

(951) 325-6100

Site

Art's Bar _Grill

3357 University Ave

Riverside, CA 92501

(951) 325-6100

Time Sheets

Work Date	Installer	Job Task	Description	Labor Task	Units	Pay Rate	Amount
12/29/2015	Ricky Miller	3 Install	Dispatch Process...	IN	8.00	40.00	320.00
12/29/2015	Ryan Watson	3 Install	Dispatch Process...	IN	8.00	40.00	320.00
12/30/2015	Ricky Miller	3 Install	Dispatch Process...	IN	8.00	40.00	320.00
12/30/2015	Ryan Watson	3 Install	Dispatch Process...	IN	8.00	40.00	320.00
12/29/2015	Ricky Miller	3 Install	OT	IN	4.00	60.00	240.00
12/29/2015	Ryan Watson	3 Install	OT	IN	4.00	60.00	240.00
12/30/2015	Ricky Miller	3 Install	OT	IN	6.25	60.00	375.00
12/30/2015	Ryan Watson	3 Install	OT	IN	5.75	60.00	345.00

Date:

Installer:

Job Task:

Description:

Labor Task:

Units:

Pay Rate:

Amount:

Cost Details

Journals

Tools

Quotes

Notes

Miscellaneous Expense Variances

Job - 107 (Art's Bar & Grill)

Job	Job	Customer 1020	Site
CO 107 - 1	Job Number 107	Art's Bar _Grill	Art's Bar _Grill
CO 107 - 2	Job Type Com-CCTV	3357 University Ave	3357 University Ave
Labor	Job Status Jobcost	Riverside, CA 92501	Riverside, CA 92501
Cost Details	System C1020 CCTV	(951) 325-6100	(951) 325-6100
	Labor Units 60 (52 Used)		

Cost - Checks						
Date	Vendor Code	Check No	Account	Description	Amount	Expense Type
1/7/2016	City of Riverside	3228	510005	City Fire Inspection Fee	195.00	P
Total					195.00	

Notes